

**ISM NON-CONFORMITY REPORT SAMPLE**

COMPANY PROGRESSIVE NUMBER		EXTERNAL NON-CONFORMITY NUMBER (IF ANY)	
SHIP NAME		IMO NUMBER	
PORT/POSITION		DATE	
CAPTAIN		AUDITOR/SURVEYOR	
SOURCE EXTERNAL AUDIT	PSC	SOURCE INTERNAL AUDIT (specify type and number)	ISM
(specify type and number)	FLAG		ISPS
	CLASS		MLC
OBSERVATION		SMS REFERENCE	
NON-CONFORMITY		(IF ANY)	
PERSON IN CHARGE		RULE REFERENCE	
NON-CONFORMITY/OBSERVATION DESCRIPTION			
ROOT CAUSE ANALYSIS			
NC/OBSERVATION CONTROL			
PREVENTIVE ACTION PROPOSAL (SECOND PROPOSAL IF REJECTED)			
CORRECTIVE ACTION PROPOSAL (SECOND PROPOSAL IF REJECTED)			

CORRECTIVE/PREVENTIVE ACTION PLAN SENT TO AUDITOR/SURVEYOR:				
DATE OF SENDING		SURVEYOR		ACCEPTED (YES/NO)
RESENDING (IF ANY)		SURVEYOR		ACCEPTED (YES/NO)
COMPANY CLOSURE				
Measures to avoid the recurrences.				
COMPANY AUDITOR/SUPERINTENDENT NAME				
SIGNATURE/DATE				
PERSON IN CHARGE NAME SIGNATURE/DATE				
CAPTAIN SIGNATURE/DATE				